



TOWN OF ULYSSES

PLANNING AND ZONING DEPARTMENT

STAFF MEMO

TO: Planning Board
FROM: Niels Tygesen, Planner
DATE: June 24, 2025
MEETING DATE: July 1, 2025
SUBJECT: Schaffner Littlefield 2 Lot Land
Division, Sketch Plat Review

PROJECT NUMBER: MNSUB2506-01
PROJECT ADDRESS: 4296 Krums Corners Road
PARCEL NUMBER: 27.-2-18.2
ZONING: A/R: Agricultural/ Rural Zone

INTRODUCTION

The applicant and property owner, Spencer Schaffer and Melissa Littlefield, applied for a minor subdivision for the subject site to subdivide the existing 48.91 acre lot into two lots, northern lot would be approximately 28 acres and southern lot would be approximately 20.7 acres. The A/R zone requires a minimum lot area of 2 acres, 200 feet of lot depth, and 400 feet of lot width at the front lot line per the Code of the Town of Ulysses [\(CTU\) 212-29](#).

PROCESS

During this sketch plat review, the Board should review the proposal in respect to applicable state and local laws and regulations pertaining to subdivisions [Consolidated Laws of New York \(CLNY\) 62.16.276](#) and [277](#), and [CTU 212-140](#) and [142](#) respectively), provide comments and general recommendations as to any adjustment needed to satisfy the objectives of the regulations, and schedule a public hearing for the proposal. The proposal is considered an Unlisted action under SEQR for which the Board will act as Lead Agency.

REQUEST TO THE PLANNING BOARD

Review the information in this memo, the submitted [sketch plat application](#); review the land division general requirements listed in [CTU 212-140.A.2](#), [212-140.A.5](#), [212-142.1](#), [212-142.5](#), and [212-142.10](#); review [CLNY 62.16.276](#) and [277](#) as applicable; review the lot requirements for the A/R zone listed in [CTU 212 Article V](#); create a checklist of additional items the Board will require if any from the applicant in order to facilitate its deliberations; and discuss timelines for a public hearing.